

## **MERCED CITY SCHOOL DISTRICT**

### **CLASS TITLE: RESOURCE SPECIALIST**

#### **BASIC FUNCTION:**

Provides supportive special education in combination with other services and the regular classroom for students with learning disabilities.

#### **REPRESENTATIVE DUTIES:**

Works cooperatively with site administrator and other personnel to screen all referrals to determine whether the student's learning disability requires special education services.

Works cooperatively with site administrator in contacting the parent or guardian to obtain consent for assessments to be made, review program plans, and secure permission for placement.

Involves Designated Instruction and Services personnel and/or the school psychologist in assisting with the appraisal process.

Identifies the student's learning needs through diagnostic assessment.

Coordinates efforts with the Individualized Educational Program (I.E.P.) Team in developing written instructional plans.

Provides instruction and/or services as required in the approved instructional plan.

Monitors, evaluates, reviews, and modifies the instructional plan with the Individualized Educational Program Team.

Acts as a resource person to regular classroom teachers, other school personnel, and parents or guardians by providing consultant services, resource information and materials.

Provides techniques for developing positive attitudes and behaviors in and toward individuals with exceptional needs.

Assures compliance with legal requirements.

Assists students in developing good citizenship, self-concepts, and other academic and personal values which will aid them in functioning to their maximum ability.

Provides a functional and attractive classroom environment conducive to learning.

Establishes standards of student behavior.

Participates in district and/or self-selected professional growth activities to enhance professional competence.

Attends and participates in staff meetings.

Performs basic attendance accounting and other necessary functions required for classroom management.

**RELATED RESPONSIBILITIES:**

Selects and requisitions all instructional materials and supplies necessary to provide the appropriate learning activities.

Shares in the professional responsibility of participating in curriculum and other developmental program committees within the school or assignment and/or on a district level.

Plans and coordinates activities for aides, teacher assistants, or other paraprofessional staff when working in the classroom.

Cooperates with other professional staff in the school and district in assessing student health, attitude, and learning problems and assists in resolving such problems.

**SUPERVISION:**

Responsible to the site administrator.

District office personnel as requested by site administrator

**MINIMUM QUALIFICATIONS:**

Appropriate credential as required by the Commission for Teacher Preparation and Licensing.

Resource Specialist Certificate of Completion

**EDUCATION:**

Bachelor's Degree and all courses necessary to meet the credential requirements.

**EXPERIENCE:**

Two years of successful full-time classroom teaching experience, preferably in the field of special education.

**PERSONAL QUALITIES:**

Recommendations from educators who have observed the personal characteristics, interpersonal relationships, scholastic achievement, and classroom performance of the teacher.

|                  |                                                   |
|------------------|---------------------------------------------------|
| Legal Reference: | California Education Code, Sections 44660 – 44664 |
| Policy Adopted:  | June 2, 1981                                      |